

General Plan Program Technical Advisory Committee

Minutes of Meeting #5 – September 8, 2003

The Technical Advisory Committee (TAC) for the General Plan program held its fifth meeting on Monday, September 8, 2003 at 2:00 P.M. on the 5th floor of City Hall, in the large conference room. Attendees were as follows:

TAC Members

Troy Brown, Assistant to the City Manager
Ted Cronin, Information Systems
Fran Dunajski, Traffic Engineer, Public Works
Michelle Gilleece for Kristin Tillquist, Chief of Staff to Mayor
Kathy Gonzales, Assistant City Attorney
Conrad Guzkowski, Redevelopment Program Manager
Don Hull, Senior Code Compliance Officer
Bob Johnson, Senior Park Planner
Anne Palatino, RTA
Sena Wijesinha for Ed Studor, Riverside County
Eva Yakutis-McNiel, Director of Office of Neighborhoods

City Staff

Ken Gutierrez, Planning Director
Craig Aaron, Principal Planner
Diane Jenkins, Senior Planner
Patricia Brenes, Associate Planner
Robert Laag, Jr. Planning Intern
Riverside Planning Department Staff

Consultant Team

Laura Stetson, Cotton/Bridges/Associates
John Cook, Cotton/Bridges/Associates
Brian Boecking, Cotton/Bridges/Associates
Jean D'Agostino, The Arroyo Group

Opening Remarks

Laura Stetson kicked off the meeting at 2:00 p.m. She stated that the first part of the meeting could be devoted to discussing the September 13 event in general and the second part of the meeting could be used to discuss detailed issues with the entire planning staff.

She presented a document called "Tips for Facilitators" and pointed out the distinction between "facilitators" and "content experts." She stated that content experts are typically departmental representatives with expertise on a particular topic: for example, traffic calming or park and recreation issues in Riverside.

Facilitators, in contrast, are those who gently keep the questions rolling and directed to the appropriate content experts. Facilitators should not get deeply involved in trying answer specific and/or technical questions.

Resource people are representatives from particular agencies, within or outside of the City, to whom some specific questions may be directed as appropriate, but whose main role is to represent their own agency. She emphasized to all that the September 13 event is all about getting input from citizens and that no ideas expressed should be considered wrong or bad.

Stetson indicated that at 8:30 a.m. on September 13, the General Plan team would convene an orientation meeting for all facilitators, content experts, and resource people.

Minutes from August 4, 2003

Stetson asked the group if there were any changes or comments regarding the minutes. Hearing none, she asked for a motion to approve; motion was made, seconded, and approved by acclamation.

At this point, Stetson indicated that the TAC meeting would adjourn, but that the rest of the time would be used to discuss the September 13 event in much greater detail with City planning staff. TAC members were invited to stay for this meeting if desired.

Next TAC meeting: Monday, October 6, 2003
2:00 p.m., 5th floor conference room, City Hall
Meeting subject: TBD